

NOTICE OF BUDGET HEARING

A meeting of the City Council Governing Body will be held on June 27, 19 80
 at 7:00 p.m. at City Recorder Office. The purpose of this meeting is to discuss the budget

for the fiscal year beginning July 1, 19 80 as approved by the City Council, City of Elgin, Oregon
Municipal Corporation

Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained free of charge at City Recorder Office between the hours of 8:30 and 5:00.

The budget was prepared on a basis of accounting ☒ consistent ☐ not consistent with the basis of accounting used during the preceding year. Major changes, if any, and their effect on the budget, are explained below.

Union Elgin 6/18/80
(County) (City) (Date) (Chairperson of Governing Body)

FINANCIAL SUMMARY

		ADOPTED BUDGET This Year 19 <u>79-80</u>	APPROVED BUDGET Next Year 19 <u>80-81</u>
ANTICIPATED REQUIREMENTS	Total Personal Services	171047	203131
	Total Materials and Services	212510	205190
	Total Capital Outlay	6500	1750
	Total All Other Expenditures and Requirements	0	0
	TOTAL ANTICIPATED REQUIREMENTS	390057	410071
ANTICIPATED REVENUES	Total Revenues Except Property Taxes	324843	338655
	Total Property Taxes Required to Balance Budget	65214	71416
	TOTAL ANTICIPATED REVENUES	390057	410071
ANTICIPATED TAX LEVY	Total Property Taxes Required to Balance Budget	65214	71416
	Plus: Estimated Property Taxes Not to Be Received	3260	3580
	TOTAL PROPERTY TAX LEVY	68474	74996
TAX LEVIES PARTIALLY FUNDED BY STATE OF OREGON	Levy Within Tax Base	37123	39350
	One-Year Special Levy Outside Tax Base	28091	35646
	Serial Levies		
	TOTAL PROPERTY TAX TO BE PARTIALLY FUNDED BY STATE OF OREGON	65214	74996
TAX LEVIES TOTALLY FUNDED BY LOCAL TAXPAYERS	One-Year Special Levy Outside Tax Base		
	Serial Levies		
	Levy for Payment of Bonded Debt	37480	38515
	TOTAL PROPERTY TAX TO BE TOTALLY FUNDED BY LOCAL TAXPAYERS	37480	38515

STATEMENT OF INDEBTEDNESS

DEBT OUTSTANDING		DEBT AUTHORIZED, NOT INCURRED	
☐ NONE	☐ AS SUMMARIZED BELOW	☐ NONE	☐ AS SUMMARIZED BELOW

PUBLISH TABLE BELOW ONLY IF COMPLETED

TYPE OF DEBT	DEBT OUTSTANDING		DEBT AUTHORIZED, NOT INCURRED	
	This Year as of July 1	Next Year as of July 1	This Year as of July 1	Next Year as of July 1
Bonds	772113	696173		
Interest-Bearing Warrants				
Short-Term Note				
(other)				
TOTAL INDEBTEDNESS	772113	696173		

FORM LB-60 MUST BE COMPLETED BEFORE PUBLICATION PACKET FORMS ARE FILLED OUT

THE PUBLICATION PACKET

THE PUBLICATION PACKET consists of:

1. Notice of Budget Hearing and Financial Summary (Form LB-1).
2. Funds Not Requiring a Property Tax To Be Levied (Form LB-2).
3. Funds Requiring a Property Tax To Be Levied (Form LB-3).
4. Organizational Units or Programs (Form LB-4).

Depending on the local government's budget, it will publish Form LB-1 and one or more of Forms LB-2, LB-3 and LB-4. THE PUBLICATION PACKET is to be completed and published, mailed, or posted, following approval of the proposed budget by the budget committee.

THE PUBLICATION PACKET provides interested persons with (1) legal notice as to the time and place of the budget hearing, (2) a financial summary of the current year and next year's budget, (3) a statement of indebtedness, and (4) a summary by organizational unit or program, and fund of the budget approved by the budget committee.

THE PUBLICATION PACKET is designed to meet the minimum requirements of Local Budget Law. Units of local governments are encouraged to include any information which will inform the public of its programs and fiscal policy.

The local governments must summarize the total amounts of personal services, materials and services, capital outlay, and all other requirements, for each organizational unit or program and each fund.

GENERAL INSTRUCTIONS

FORM LB-60 MUST be completed if a tax levy for operating purposes is anticipated to be submitted for the ensuing fiscal year. The LB-60 will determine the amount of tax levy which will be either partially funded by the state or totally funded by local taxpayers.

Form LB-1 is used to summarize the Forms LB-2 and LB-3, and should be completed only after completing those forms.

Form LB-2 summarizes those funds which are not levying a property tax, most commonly—Federal Grants Fund, Reserve Fund, Intragovernmental Service Fund, Enterprise Funds, etc.

Form LB-3 summarizes those funds which are levying a property tax, most commonly—General Fund, Debt Service Fund, Serial Levy Fund, etc.

Form LB-4 summarizes the organizational units or programs, if any, of those funds presented on Forms LB-2 & LB-3, most commonly—Police Department, Fire Department, Assessor's Office, Maintenance Division, General Administration, County Court, etc. All organizational units or programs must be summarized. The local government may also use the Form LB-4 to summarize each organizational unit into programs or activities.

The Statement of Indebtedness on the Form LB-1 must be completed by either indicating NONE or by indicating AS SUMMARIZED BELOW and completing the debt schedule.

ALL funds must be published if amounts were adopted for the current year budget or if amounts were expended or received for the preceding year. This is required regardless of whether the fund, organizational unit or program is budgeted for next year.

PUBLISHING - THE PUBLICATION PACKET must be published at least once 15 to 25 days prior to the scheduled budget hearing in a newspaper published within the local government unit and having general circulation. If no newspaper is published within the district, the governing body may designate a newspaper of general circulation within the district for the required publication.

IF PUBLICATION PACKET is Published, the local government publishing its PUBLICATION PACKET must also publish at least once, 8 to 14 days prior to the scheduled budget hearing, the following:

- (A) The time and place of the budget hearing; and
- (B) The date and name of the newspaper in which THE PUBLICATION PACKET was published.

MAILING - Provided that no newspaper is published within the local government, THE PUBLICATION PACKET may be mailed to the legal voters residing within the district by regular mail at least 20 days prior to the scheduled budget hearing. One PUBLICATION PACKET may be mailed to any household where two or more legal voters reside.

POSTING - Provided that no newspaper is published within the local government unit and the estimate of Total Anticipated Requirements (Form LB-1), does not exceed \$50,000, THE PUBLICATION PACKET may be posted in three conspicuous places for at least 20 days prior to the scheduled budget hearing.

IF PUBLICATION PACKET is Mailed or Posted - If the local government mails or posts its PUBLICATION PACKET, it must also publish in a newspaper having general circulation at least once, 8 to 14 days prior to the scheduled budget hearing, the following:

- (A) The date, time, and place of the budget hearing;
- (B) The place where the complete budget is available for inspection during regular business hours;
- (C) The total budget requirements and proposed tax levy;
- (D) The change in the amount of the proposed tax levy from the current year's tax levy; and
- (E) The place where copies of the budget or parts thereof may be obtained.

NOTE: At least three copies of the completed forms in the PUBLICATION PACKET should be retained so that they can be submitted with the adopted budget prior to July 15. A true copy or exact reproduction of the forms must be submitted whether published, mailed or posted.

FORM TERMINOLOGY

Total Personal Services: Includes all salaries, fringe benefits, and miscellaneous costs associated with salary expenditures.

Total Materials and Services: Includes contractual and other services, materials, supplies, and other miscellaneous charges.

Total Capital Outlay: Includes land acquisition, buildings, improvements, machinery, and equipment.

Total All Other Expenditures and Requirements: For publication purposes only, includes transfers, payment of indebtedness, general operating contingency, unappropriated fund balance, special payments, etc.

Total Property Taxes Required To Balance Budget: The amount of property taxes approved by the budget committee and necessary to balance the budget.

Estimated Property Taxes Not To Be Received: The amount added to "Property Taxes Required to Balance Budget" for estimated delinquencies, and discounts.

Levy Within Tax Base: The amount approved as a tax base at a general or primary election, or an amount computed by adding 6 percent to any of the last three lawfully levied tax bases.

One-Year Special Levies Outside Tax Base: An amount or amounts approved at a regular scheduled election and levied in addition to the tax base, if any.

Serial Levies: An amount or amounts approved for a specific purpose at a regular scheduled election; to be levied for two or more years at a uniform rate or a uniform dollar amount; and levied in addition to the tax base, if any.

Levy For Payment of Bonded Debt: The levy for the specific purpose of paying principal and interest on voter approved long-term bonds.

Last Year: The actual amounts spent or received as reflected in the most recent year's audit report. Corresponds with column (3) of the Budget Detailed Estimate Sheet.

This Year: The amount in the current year's budget, including supplemental budgets, adopted by the governing body. Corresponds with column (4) of the Budget Detailed Estimate Sheet.

Next Year: The amount for next year as approved by the budget committee. Corresponds with column (6) of the Budget Detailed Estimate Sheet.